



# Washington State Commission on Asian Pacific American Affairs

## Executive Director's Report

**June 8, 2019**

Prepared by Toshiko Grace Hasegawa

June Public Board Meeting  
City of Bremerton, Kitsap County, WA  
Kitsap County Fil-Am Community Center  
1240 Sheridan Rd. Bremerton, WA 98310

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Improving the well-being of Asian Pacific Americans by examining issues, advancing advocacy, and ensuring access to government.

## Executive Director's Report

June 8, 2019

Executive Director's report to the Commission covering activities, progress, and updates from March 16, 2019 to June 8, 2019.

### 1. STAFF ACTIVITY

**Staff activity:** In the last month, staff attended several community-based events in King, Pierce, Spokane and Thurston Counties, including: APA Heritage Month Festivities, Monthly APIC meetings, APDC board meeting, Keynoting the InterIm CDA 50<sup>th</sup> Anniversary Gala, Emceeding the 40<sup>th</sup> Anniversary of U.S. – China Relations Event, the COFA Alliance's "Ebuñlok Jijwa" event celebrating public policy accomplishments, CISC Friendship Dinner, 21 Progress' 4<sup>th</sup> Annual Imagine Us Dinner, the Stolen Youth Luncheon, Seattle JACL Past President's Luncheon, Densho's community briefing, Pacifika Count 2020, Census 2020 Full Count Briefing in Bellevue, and International Families Justice Coalition Inaugural Gala. Staff also participated as a guest speaker for Mill Creek Middle School APA Heritage Month Speakers Series and as a panelist for Kaiser Permanente Asian Association All-Hands meeting. Staff also attended many official events, including bill signings, a CJTC board meeting, cabinet meetings, Executive Committee conference calls, CAPAA Education Committee conference calls (2), and 1-1 Commissioner meetings. Staff also participated as a guest speaker for OMWBE's APA Heritage Month Luncheon and attended dinner at the residence of the Consul General of Japan.

**Sam Le Resignation:** On May 28, Project Coordinator Sam Le resigned his post effective Friday, June 28, 2019.

**Rosa Mai Hiring:** On June 6, 2019, Rosa Mai was offered the Project Manager position at CAPAA, effective Monday, July 8, 2019. This is an exempt position, which means she is directly appointed and serves at-will. She will attend the September board meeting to formally meet with Commissioners.

Rosa is currently the Legislative Assistant to Senator Joe Nguyen at the Washington State Senate. There, she oversees two full time staff and all the day-to-day functions of the office, including (but not limited to) administrative office duties, scheduling, constituent services, and special public engagement projects. She manages all communications channels to and from the office and is the catalyst behind [Senator Nguyen's popular walk-and-talks](#), a social-media based communication strategy we look forward to employing from CAPAA's platform. Rosa's professional experience working within public offices is balanced with her background in meaningful community engagement. She well-versed in community organizing, event planning, and interacting face-to-face with diverse populations. Rosa is bi-lingual in Vietnamese and English.

Rosa will perform all the duties outlined by the WAC of the Executive Assistant position. In addition, she will be responsible for the following CAPAA programs:

- Coordination of special projects (including, but not limited to, APA Legislative Day, the POC Legislative Summit, the Ethnic Commission Reception, APIC/CAPAA Legislative Report Back, Ethnic Commission Business Diversity Educational Forum, & the Census 2020 Outreach Support Efforts.)
- Legislative bill/committee tracking, scheduling testimony for the E.D. & appropriate Commissioners/community members (During legislative session only)
- Communications systems management (Website & FB maintenance, newsletter drafts, content production.)

**Governor’s Leadership Academy Ruth Woo Fellowship:** Jessica Byrne was selected as the 2019 Ruth Woo Fellow. She will work with CAPAA for a period of ten weeks beginning Monday, June 3 providing Communications support. She will also meet and greet with various community leaders, including Commissioners.

**Business Diversity Subcabinet:** CAPAA has been an active member of the Business Diversity Subcabinet since its inception, and continues to meet on a quarterly basis. For years, the group has built towards conducting a disparity study, which is in its final stages. Although the disparity study release date has been postponed several times to accommodate legal review, it is now scheduled to be publically released later this month with a preview the Washington Civil Rights Coalition. The study provides valuable information about how state government is doing when it comes to including minority, women, minority women, and veteran-owned businesses in contracts and purchasing and its information will be utilized as guidance for subsequent action-oriented team work. Meanwhile, the Ethnic Commissions are in the process of scheduling a resource fair where members of the public can learn about study findings and opportunities at the state. The fair is scheduled to take place Tuesday, July 23<sup>rd</sup> from 5:00 – 7:00 p.m.

**CJTC Rulemaking Process:** On Thursday, the Criminal Justice Training Commission voted to adopt updated state rules on de-escalation, crisis intervention, implicit/explicit bias, cultural competency, and the history of race in policing (including slavery, mass incarceration, the prison industrial complex and the role and function of police in schools), implementing the mandate of the people’s Initiative 940 & HB 1064. CAPAA worked closely with stakeholders representing communities of color, tribes, immigrants/refugees, LGBTQ, mental health, persons with disabilities & law enforcement to propose language. CAPAA co-hosted or attended multiple community-input meetings across the state, including King, Pierce, Yakima, Spokane, and Clark counties. The process to establish criteria for an independent investigation will begin later in June and continue through December, 2019.

**CAPAA Events:**

July 23 – Ethnic Commission Business Diversity Resource Fair  
5:00 – 7:00  
SeaTac Airport

September 21 – Board Meeting  
10:00 a.m. – 2:00 p.m.  
@ Vancouver Community Library, 901 C Street, Vancouver, WA 98660

POC Legislative Summit  
Date, Time TBD  
Location: Remote Locations Statewide

November 16 – Orientation/Year-End Celebration  
10:00 a.m. – 2:00 p.m.  
@ Keiro NW, King County, 1601 E Yesler Way Seattle, WA 98122

## **2. COMMISSIONER ACTIVITY**

**Commissioner Activity:** Commissioners submitted activity reports for the time period of March 17 – June 5, 2019. Total events reported = 107; Activity Report response rate = 92% (11/12 respondents). See Appendix I for details.

**Appointments:** 2<sup>nd</sup> Vice Chair Nguyen was re-appointed to serve upon CAPAA for a second term through June 30, 2022. Commissioner Carrie Huie Pascua was re-appointed to serve her first full term through June 30, 2022.

### 3. CAPAA'S SAPPHIRE ANNIVERSARY CELEBRATION

CAPAA celebrated 45 years of service at its Sapphire Anniversary Celebration located at Eden Seattle in Sodo District. The event was attended by a total of 350 guests, two CAPAA staff and 13 high school-aged volunteers from Asian Pacific Islander American Public Affairs (APAPA). The event emcee was Lele "Happy" Tian. The event had 40 fiscal and in-kind sponsors, including four Sapphire-level sponsors (505 Global/Dr. Huiwu Lai, BECU, Island Bound, Muckleshoot Indian Tribe), as well as 40 food and beverage donations. A summary of the event budget is as follows:

<b>Gross gains:</b>	\$30,008
<b>Total expenses:</b>	\$9,637.54
<b>Net gains:</b>	\$20,370.46

Event highlights include a cultural invocation from the Khmer Language & Culture Academy, speeches from dignitaries including three Sapphire sponsors and Attorney General Bob Ferguson, and a video greeting from Governor Jay Inslee. Diane Narasaki was presented with CAPAA's Lifetime Achievement Award and Reynaldo Pascua was presented with CAPAA's Vanguard Award. Entertainment included a silent auction, free henna tattoo art, a photo booth, and live music from local Polynesian band Island Bound. Photo booth photos can be accessed online and downloaded for free at: <https://thewinbooth.pixieset.com/capaassapphireanniversary/>

After debriefing with the Executive Committee, lessons learned include:

- Commissioners should help check-in their own communities to address language barrier issues at the door
- Silent Auction not worth ROI
- Someone who knows community leaders should read the names
- Buffet should run in opposite direction, starting at the doors and leading back towards the main room; Perhaps hold in different room where silent auction was
- More food *or* portion control
- Additional kitchen staff to support replenishing food
- Clarify needs of performers

### 4. LEGISLATION & ADVOCACY

**I-1000.PL:** The citizen sponsored Initiative 1000 passed the legislature. The initiative requires the director of CAPAA to be part of a new commission called the Commission on Diversity, Equity, and Inclusion. The lead agency assumes each year there would be 6 meetings in Olympia, 3 meetings in Seattle, and 3 meetings in Eastern Washington.

**Equity Office Task Force:** The budget also provided funds to establish an Equity Office Task Force, to explore the potential scope and structure of a Washington State Equity Office. The task force is required to issue a preliminary report to the governor and legislature by December 15, 2019. Staff will participate in the task force on behalf of CAPAA, which is anticipated to meet four times.

**SB 5274:** COFA Dental Care to ensure access to dental care for Marshallese, Palauan, Chuukese, Kosraean, and Yapese communities *was signed into law by the Governor*. This bill requires CAPAA to provide input to the Washington State Health Care Authority in regard to establishing an annual

comprehensive community and education and outreach program, including contracting with a Washington organization that has multilingual language capacity, and working with stakeholder and community organizations, to facilitate applications for, and enrollment in, the COFA premium assistance and dental care programs. CAPAA staff in conjunction with the COFA Advisory Committee member Lori Wada will oversee the implementation of this work.

**ESHB 1130:** This legislation regarding public school language access was signed into law by the Governor. Section 2 of this bill requires CAPAA to be part of a work group of up to 25 people to improve access for public school students and their family members who have language access barriers. CAPAA assumes the group will meet 6 times in FY20 and 2 times in FY21, and will incur travel costs associated with these meetings. Staff will follow up with the education committee to discuss next steps in this work.

**ESSB 5356:** Legislation establishing a Statewide LGBTQ Commission requires CAPAA to coordinate with the LGBTQ commission to address issues of mutual concern.

**Census funding:** The budget provided \$15 million in funding for the Full Count effort. Monies will be dispersed in August, 2020.

**SSB 5290:** End practice of jailing minors for noncriminal behavior like truancy or running away and strengthens and funds community-based programs that are culturally relevant and focuses on addressing disproportionality of youth of color, especially at-risk youth *was signed into law by the Governor*.

**SB 5339:** Legislation to abolish the death penalty did not pass the legislature.

**HB 5023:** Legislation to establish an ethnic studies curriculum *was signed into law by the Governor*. This legislation creates an ethnic studies advisory committee with an educator representing CAPAA. The committee would be tasked with: identifying and making available ethnic studies materials and resources for use in grades seven through twelve and for use in elementary schools; and developing a framework to support the teaching of ethnic studies in grades seven through twelve. The committee will operate until June 30, 2021, with a frequency of 6 times per year. The education committee will oversee the work the CAPAA appointee as well as the work of this committee.

**SB 5865:** Legislation to establish Filipino American History Month *was signed by the Governor*. There will be a Filipino History Month celebration in October, 2019 in Yakima, WA.

**SB 5163:** Legislation modifying provisions relating to actions for wrongful injury or death so that victim's surviving parents or siblings, regardless of nationality, may be eligible to recover the economic losses associated with the wrongful death *was signed by the Governor*.

## 5. FINANCE

CAPAA's 2019 financial status and project reports can be found in Appendix I. The information in the reports shows that *CAPAA is in excellent financial condition*. To date, the current balance in the donation account is \$31,531.52.

## 6. COMMUNICATIONS

**Newsletter:** CAPAA's newsletter is sent to the entire e-mail listserv (1,743 unique e-mails) on a bi-weekly basis.

**Facebook:** 1, 528 Likes; 1,643 Follows; Posts reached over 7,000 people this week alone.

**Website:** The project to re-design CAPAA's website is in final stages, and scheduled to conclude June 14, 2019.

**Media coverage:** Media coverage for CAPAA includes the following:

CAPAA Sapphire Celebration

North American Post (April, 2019)

<https://napost.com/event/capaas-sapphire-celebration-observing-45-years-of-service/>

Reynaldo Pascua to receive CAPAA Vanguard Award

NW Asian Weekly (March 18, 2019)

<https://nwasianweekly.com/2019/03/reynaldo-pascua-to-receive-capaas-vanguard-award/>

CAPAA observes 45 years of Service

Seattle Globalist (March 28, 2019)

<https://www.seattleglobalist.com/2019/03/28/commission-on-asian-pacific-american-affairs-capaa-observes-45-years-of-service/82597>

Memorial Scheduled for Mich Matsudaira on April 27

Ron Chew, International Examiner (April 3, 2019)

<https://iexaminer.org/memorial-scheduled-for-mich-matsudaira-on-april-27/>

Mich Matsudaira Memorial

Northwest Asian Weekly (April 12, 2019)

<https://nwasianweekly.com/2019/04/mich-matsudaira-memorial/>

CAPAA mourns passing of Mich Matsudaira

North American Post (April, 2019)

<https://napost.com/author/toshiko-hasegawa/>

Mich Matsudaira Obituary

Columbia Funeral Home (April, 2019)

<https://www.columbiafuneralhome.com/notices/Martin-Matsudaira>

华州亚太美国人事务委员会蓝宝石庆祝活动/WA CAPAA Sapphire Celebration

YouTube (April, 2019)

<https://www.youtube.com/watch?v=69wXlta7Bzs>

华州亚太美国人事务委员会举行蓝宝石庆祝活动，田乐乐主持，来辉武发言

Chinese Radio Seattle (April, 2019)

[https://chineseradioseattle.com/2019/04/15/wa\\_capaa\\_2019/](https://chineseradioseattle.com/2019/04/15/wa_capaa_2019/)

华州亚太美国人事务委员会蓝宝石庆祝活动/WA CAPAA Sapphire Celebration

BR Plus (April, 2019)

<https://br-plus.net/video/69wXlta7Bzs/hua-zhou-ya-tai-mei-guo-ren-shi-wu-wei-yuan-hui-lan-bao-shi-qing-zhu-huo-dongwa-capaa-sapphire-celebration.html>

CAPAA Sapphire Anniversary Celebration

NW Asian Weekly (April 22, 2019)

<http://nwasianweekly.com/2019/04/capaa-sapphire-anniversary-celebration/>

Hum bow eating contestants

NW Asian Weekly (May 2, 2019)

<http://nwasianweekly.com/2019/05/hum-bow-eating-contestants/>

CAPAA E.D. Toshiko Hasegawa Interviews with Host Austin Jenkins

TVW's Inside Olympia (May 9, 2019)

<https://www.tvw.org/watch/?clientID=9375922947&eventID=2019051011>

Pictorial: Asian Pacific Islander Heritage Month Celebration

NW Asian Weekly (May 10, 2019)

<http://nwasianweekly.com/2019/05/pictorial-asian-pacific-islander-api-heritage-month-celebration/>

Toshiko Hasegawa and CAPAA are changing paradigms

Kai Curry, NW Asian Weekly (May 17, 2019)

<http://nwasianweekly.com/2019/05/toshiko-hasegawa-and-capaa-are-changing-paradigms/>

Celebrating CAPAA (Part One): Pan-Asianism and the birth of CAPAA

Maria Batayola, International Examiner (May 28, 2019)

<https://iexaminer.org/pan-asianism-and-the-birth-of-capaa/>

Celebrating CAPAA (Part Two): A trail of accomplishments with pan-Asian lens

Maria Batayola, International Examiner (June 6, 2019)

<https://iexaminer.org/celebrating-capaa-part-2-a-trail-of-accomplishments-with-pan-asian-lens/>

# APPENDIX I: CAPAA's Financial Status – May 2019

Through FM ---->		22							
CAPAA									
FY 2019 Projection									
Category	FY19	Exp. Thru	Projected	Projected	Projected	Projected	Notes		
	Allotments	Apr (FM22)	FM 23 May-2019	FM 24 Jun-2019					
Salaries and Wages	144,636	119,637	12,920	15,991	148,548	(3,912)			
Employee Benefits	52,382	58,860	4,570	4,805	68,235	(15,853)			
Professional Service Contracts	0	3,400	0	0	3,400	(3,400)			
Goods and Other Services	49,347	29,188	3,062	2,703	34,954	14,393			
Travel	18,635	12,349	1,235	2,264	15,848	2,787			
Capital Outlays	0	0	0	2,000	2,000	(2,000)			
Grants, Benefits & Client Services	0	350	0	0	350	(350)			
<b>Sum:</b>	<b>265,000</b>	<b>223,784</b>	<b>21,787</b>	<b>27,763</b>	<b>273,335</b>	<b>(8,335)</b>			
<b>Category</b>									
<b>Salaries and Wages</b>	<b>144,636</b>	<b>119,637</b>	<b>12,920</b>	<b>15,991</b>	<b>148,548</b>	<b>(3,912)</b>			
AC State Exempt	144,636	113,871	12,920	12,920	139,711	4,925			
AT Terminal Leave		5,766		3,071	8,837	(8,837)			June: \$3,071 Sam Le vacation leave buyout
<b>Employee Benefits</b>	<b>52,382</b>	<b>58,860</b>	<b>4,570</b>	<b>4,805</b>	<b>68,235</b>	<b>(15,853)</b>			
BA Old Age and Survivors Insurance	8,970	7,291	801	991	9,083	(113)			June: +\$190 related to Sam Le vacation leave buyout
BB Retirement and Pensions	18,372	14,578	1,658	1,658	17,894	478			
BC Medical Aid & Industrial Insurance	972	665	73	73	811	161			
BD Health, Life & Disability Insurance	21,968	17,404	1,832	1,832	21,068	900			
BH Hospital Insurance (Medicare)	2,100	1,705	187	232	2,124	(24)			June: +\$45 related to Sam Le vacation leave buyout
BK Paid Family and Medical Leave		76	19	19	114				
BT Shared Leave Provided Sick Leave		17,117			17,117	(17,117)			
BZ Other Employee Benefits		25			25	(25)			
<b>Professional Service Contracts</b>	<b>0</b>	<b>3,400</b>	<b>0</b>	<b>0</b>	<b>3,400</b>	<b>(3,400)</b>			
CA Management and Organizational Services		400			400	(400)			
CD Computer and Information Services					0	0			
CZ Other Professional Services		3,000			3,000	(3,000)			
<b>Goods and Other Services</b>	<b>49,347</b>	<b>29,188</b>	<b>3,062</b>	<b>2,703</b>	<b>34,954</b>	<b>14,393</b>			
EA Supplies and Materials	605	1,948	(50)	195	2,093	(1,488)			May based on FYTD avg less \$245 related to Sapphire event (Matthew Chan; paid in April); June based on FYTD avg
EB Communications/Telecommunications	2,340	1,960	200	200	2,360	(20)			\$5/mo Skype \$100/mo AT&T
ED Rentals and Leases - Land & Buildings		0			0	0			\$95/mo CTS Services (3 mo avg)
EF Printing and Reproduction	6,996	769	77	77	922	6,074			EF Printing projection is based on FYTD avg
EG Employee Prof Dev & Training	4,004	3,645	134		3,779	225			\$43/mo Sharp & Waterco expenses \$250 estimated June for Commission meeting
EH Rental & Leases - Furn & Equipment	2,004	1,856	(612)	293	1,537	467			May: \$115 Everett Rent
EJ Subscriptions	300	250	25	25	300	0			Projection is based on FY19 allotment of \$300, which is approximately equal to FY18 expenditures
EK Facilities and Services	12,149	10,054	1,019	1,019	12,092	57			Monthly Expenses: \$955 SAFS \$27 CMS \$11 Camplus Contracts/Perry St Daycare \$26 Public and Historic Facilities \$26/mo CTS Allocations \$65/mo CTS Services \$7/mo DES Information Systems \$3/mo avg Warrants \$63/qr OFM Core Financials
EL Data Processing Services (Interagency)	2,656	2,116	192	192	2,500	156			\$91/mo OFM Enterprise Systems Fee
EM Attorney General Services	996	784	78	78	940	56			EM costs based on FYTD avg.
EN Personnel Services	1,608	1,341	134	134	1,609	(1)			\$126/mo SAFS HR \$8/mo DES Personnel CSB rate
EP Insurance	2,525	2,320	120	120	2,560	(35)			\$1,096/yr self insurance premium paid in July \$25/yr fidelity bond paid in July
ER Other Contractual Services	10,368	1,937	1,675	300	3,912	6,456			\$120/mo risk mgmt admin Estimated \$1,675 remaining expenses Serefiana Day (\$2,500 estimated total for year)
EY Archives & Records Management Svcs	48	46			46	2			\$300 in June for Cambodian interpreter pardon hearings
EW Software Licenses and Maintenance	1,500	203	20	20	243	1,257			\$11/ptr Sec of State Archives services EY Projection is based on FYTD avg
EZ Other Goods and Services	1,248	(39)	50	50	61	1,187			\$50 per month estimated for misc costs
<b>Travel</b>	<b>18,635</b>	<b>12,349</b>	<b>1,235</b>	<b>2,264</b>	<b>15,848</b>	<b>2,787</b>			
GA In-State Subsistence & Lodging	3,104	3,620	362	861	4,843	(1,739)			May travel projection is based on FYTD avg travel expenditures
GB In-State Air Transportation	6,408	2,988	299	594	3,881	2,527			June is based on February expenditures, which include the cost of CAPAA's January board meeting in Olympia. June board meeting is assumed to be equal in expense.
GC Private Automobile Mileage	6,796	4,837	484	691	6,011	785			
GD Other Travel Expenses	1,100	904	90	118	1,112	(12)			
GF Out-of-State Subsistence & Lodging	500	0	0	0	0	500			
GG Out-of-State Air Transportation	727	0	0	0	0	727			
GN Motor Pool Services		0	0	0	0	0			
<b>Capital Outlays</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,000</b>	<b>2,000</b>	<b>(2,000)</b>			
JA Noncapitalized Assets		0		2,000	2,000	(2,000)			two new cell phones, estimated at \$1,000 each
<b>Grants, Benefits &amp; Client Services</b>	<b>0</b>	<b>350</b>	<b>0</b>	<b>0</b>	<b>350</b>	<b>(350)</b>			
NZ Other Grants and Benefits		350			350	(350)			
<b>Total Dollars</b>	<b>265,000</b>	<b>223,784</b>	<b>21,787</b>	<b>27,763</b>	<b>273,335</b>	<b>(8,335)</b>			
					Plus Unexpected Leave Costs DP	13,000			
					<b>Projected Ending Balance, if DP is approved</b>	<b>4,665</b>			